



DEPARTMENT OF PLANNING

ADMINISTRATIVE WIRELESS COMMUNICATIONS FACILITY REVIEW

CONDITIONAL USE VERIFICATION FORM: A completed Conditional Use Verification Form is required.

FEE: No fee.

Two sets of each of the following shall be required:

JUSTIFICATION LETTER: A detailed letter that explains the request, the intended use of the property, and how the project meets/supports existing City policies and regulations is required.

PHOTO SIMULATIONS: An 8x10 color photo of the site depicting the site as it currently exists and a simulation of what the site will appear like with the requested changes.

ALL PLANS SUBMITTED MUST BE NO SMALLER THAN 11x17 AND NO LARGER THAN 24x36.

SITE PLAN: Draw to scale and make legible: the entire subject parcel(s), all proposed and existing structures, utility easements and locations, signage, and adjacent streets. Site Plans must include:

- | | | |
|---|---|---|
| <input type="checkbox"/> PROPERTY LINES CALLED OUT | <input type="checkbox"/> ADJACENT LAND USES/STREETS | <input type="checkbox"/> PROPERTY SIZE |
| <input type="checkbox"/> DIMENSIONS (ACTUAL)/SCALE | <input type="checkbox"/> VICINITY MAP | <input type="checkbox"/> ELEVATIONS (TOWER / BUILDING) |
| <input type="checkbox"/> STREET NAMES | <input type="checkbox"/> NORTH ARROW | <input type="checkbox"/> DETAIL OF SHELTER AREA |
| <input type="checkbox"/> PARKING SPACES | <input type="checkbox"/> SCALE | <input type="checkbox"/> SETBACKS |
| <input type="checkbox"/> EXISTING PERIMETER WALL DETAIL | | <input type="checkbox"/> PROPOSED PERIMETER WALL DETAIL |

ELEVATIONS

FLOOR PLANS (IF APPLICABLE)